



The Carlisle Police Department
41 Lowell Street
Carlisle, MA 01741

Phone 978-369-1155 * Fax 978-369-1819 * Email cpd@carlislepolice.com

To: L.T.C/F.I.D License Applicants

From: Sergeant Andrew Booth

Please read this informational packet prior to filling out the enclosed application. This packet should answer any questions you might have about the licenses and application process. Incomplete or improperly filled out applications will delay the processing of your application. When filling out the application please fill in **all information** requested and be sure all answers are accurate. **Social Security numbers are required** on the attached form in order to process your application. New applicants are required to submit two letters of reference with their completed application. **Letters of reference must include the words, Firearms, License to Carry Firearms or Firearms Identification Card** (whichever license you are applying for). Please **do not leave checks with the application**, payment will be due at the time of appointment. Knowingly filing an application containing false information is a crime in Massachusetts and is grounds for denial and/or revocation of your firearm license. A thorough background investigation is conducted on all applications which include checks with Massachusetts State Police criminal database and the Massachusetts Department of Mental Health.

After dropping off your application you will be contacted to set up a time for your interview during which time your fingerprints and photograph will be taken. New applicants and renewal applicants should expect the process to take up to eight weeks to receive their licenses. If you have any questions about the licensing process call 978-369-1155.

CURRENT FEE'S SET BY THE STATE

L.T.C. (Class A & B)	- \$100.00
F.I.D. (Class C)	- \$100.00
F.I.D. Restricted (Mace/Pepper Spray) New Applicant	- \$25.00
F.I.D. Restricted (Mace/Pepper Spray) Renewal	- NO FEE
Renewal Applicant over 70 years of age	- NO FEE

*****No cash accepted, please make checks payable to the Town of Carlisle**

As of September 17, 2004 all licenses are valid for six (6) years. There is now a 90 day grace period for people who are renewing their license and have filed an application with this department prior to the expiration of their current license. If you file your application after your license expires it is expired and there is no grace period. Upon request, at the time you drop off your application with the dispatcher, you will be issued a receipt as proof that you filed your application. The grace period extends the validity of your firearm license by 90 days from the expiration date. You must have this receipt on your person, along with your expired license, to show proof that you are in compliance with the law.



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NEW APPLICANTS

Residents who are applying for a License to Carry (L.T.C.) or Firearms Identification Card (F.I.D) **for the first time** are required to submit the following paperwork.

- **Completed L.T.C./F.I.D. application** (Social Security Numbers are **required** to complete the application process)
- **Copy of Safety Course Certificate** (L.T.C./F.I.D. Massachusetts Basic Firearms Safety Course) Current members of the U.S. Military or Massachusetts National Guard are no longer required to complete a basic firearms safety course.
- **Two Letters of Reference** (Must include the words, Firearms, License to Carry Firearms or Firearms or Firearms Identification Card, whichever license you are applying for).
- **Proof of Carlisle Residency**
(A copy of any of the following will meet this requirement: utility bill, a copy of an excise or property tax bill from the Town of Carlisle, most recent bank or credit card statement, or most recent pay stub)
- **Check payable to: Town of Carlisle** (no cash will be accepted) **Do Not Leave the check with application.** Payment will be made when you come in for your scheduled appointment.

*****Failure to submit all required documents could result in your application being denied*****

DESCRIPTION OF CLASSES OF FIREARM LICENSES

Class A License: Entitles the holder of the license to:

- Purchase, rent, lease, borrow or possess and carry: **Large capacity** firearms and large capacity feeding devices and ammunition, subject to such restrictions relative to the possession, use or carrying of firearms as the licensing authority deems proper.
- Purchase, rent, lease, borrow, possess and carry: **Large capacity** rifles and shotguns and feeding devices, subject to restrictions relative to the possession, use or carrying of firearms as the licensing authority deems proper.
- Violation of a restriction set by the licensing authority is a misdemeanor punishable by a fine of not less than \$1,000 or more than \$10,000.

1) Large capacity feeding device is defined as:

- a) A fixed or detachable magazine box, drum, feed strip or similar device capable of accepting, or that can be readily converted to accept, **more than 10 rounds** of ammunition or **more than five shotgun shells**.
- b) A large capacity ammunition feeding device as defined in the Federal Public Safety firearms Use Protection Act.

2) Large capacity weapon: any firearm, rifle or shotgun is defined as:

- a) that is semiautomatic with a fixed large capacity feeding device;
- b) that is semiautomatic and capable of accepting, or readily modifiable to accept, any detachable large capacity feeding device;
- c) that employs a rotating cylinder capable of accepting **more than ten rounds** of ammunition in a rifle or firearm and **more than five shotgun shells** in the case of a shotgun or firearm; or
- d) that is an assault weapon.

F.I.D. Cards: Entitles the holder of the license to:

- Possess non-large capacity rifles and shotguns
- Possess mace or pepper spray (*18 years or older no FID required for mace or pepper spray only*)

Does not entitle the holder to:

- Possess a large capacity firearm or large capacity feeding device therefore, **EXCEPT** under a Class A license issued to a shooting club as provided under section 131 or under the **direct supervision** of a holder of a Class A license issued to an individual under section 131 at an incorporated shooting club or licensed shooting range; **or**
- Possess a non-large capacity firearm or large capacity rifle or shotgun or large capacity feeding device therefore, **EXCEPT** under a Class A license issued to a shooting club as provided under section 131 or under the **direct supervision** of a holder of a Class A license issued to an individual under section 131 at an incorporated shooting club or licensed shooting range.



**THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY
Department of Criminal Justice Information Services**

200 Arlington Street, Suite 2200, Chelsea, MA 02150
TEL: 617-660-4600 | TTY: 617-660-4606 | mass.gov/cjis

PD USE ONLY	
FTN:	_____
LIC #:	_____

**Submit this form and direct any questions to
your local police department**

**MASSACHUSETTS RESIDENT LTC/FID/MACHINE GUN APPLICATION
FOR NEW/RENEWAL OF A FIREARMS IDENTIFICATION CARD OR LICENSE TO CARRY
FIREARMS OR LICENSE TO POSSESS A MACHINE GUN (M.G.L. c. 140, §§ 129B, 131)**

CHECK ONE:

- New Applicant*
- Renewal - Most Recent License to Carry/FID Number: _____

*NOTE: If application is for a first firearms identification card or license to carry firearms, a copy of the Firearms Safety Certificate or Hunter Safety Course Certificate must be attached, unless exempt by statute. If this is a renewal application, a lost/stolen firearms affidavit must be submitted.

LICENSE APPLICATION TYPE (Check Only One):

- Firearms Identification Card - Restricted (self-defense spray)
- Firearms Identification Card
- License to Carry
- License to Possess a Machine Gun
- Gun Club License (Only the Colonel of the State Police can issue a club license)

EXCEPT FOR SIGNATURE, PRINT OR TYPE ALL REQUESTED INFORMATION:

Last Name	First Name	Middle Name	Suffix
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Residential Address	City	State	Zip Code	Telephone Number
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Mailing Address	City	State	Zip Code	Telephone Number
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Date of Birth	Place of Birth (City, State, Country)
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Mother's First Name	Mother's Maiden Name	Father's First Name	Father's Last Name
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Height	Weight	Build	Complexion	Hair Color	Eye Color
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Occupation	Social Security Number (Optional)	Drivers License Number
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Employed By	Business Address
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City/Town	State	Zip	Telephone Number
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ANSWER THE FOLLOWING QUESTIONS COMPLETELY AND ACCURATELY:

1. Are you a citizen of the United States? YES NO
- If lawful permanent resident alien, give green card number and resident date
- | | | |
|--|-------------------|-----------------------|
| | Green Card Number | Resident Since (date) |
|--|-------------------|-----------------------|
-
- If naturalized, give date, place and naturalization number
- | | | |
|------|-------|--------------------|
| Date | Place | Naturalization No. |
|------|-------|--------------------|
2. Have you ever renounced your U.S. citizenship? YES NO
3. What is your age? _____ (You must be 21 to apply for a LTC, 18 to apply for a FID card, or 14 to 17 with submission of a certificate of parent or guardian granting permission to apply for a FID card or FID card – Restricted).
4. Have you ever been arrested or appeared in court as a defendant for any criminal offense? YES NO
5. Are you the subject of any pending criminal charges? YES NO
6. Have you ever been convicted of a felony? YES NO
7. Have you ever been convicted of the unlawful use, possession, or sale of controlled substances as defined in M.G.L. c. 94C, § 1? YES NO
8. Have you ever been convicted of a violent crime or a crime of domestic violence? YES NO
9. Have you ever been convicted as an adult or adjudicated a youthful offender or delinquent child in any state or federal jurisdiction? YES NO
10. Are you now, or have you ever been the subject of a restraining order issued pursuant to M.G.L. c. 209A, or a similar order issued by another jurisdiction? YES NO
11. Are you currently the subject of any outstanding arrest warrant in any state or federal jurisdiction? YES NO
12. Have you ever been committed to any hospital or institution for mental illness, or alcohol or substance abuse? YES NO
13. Has any firearms license issued under the laws of any state or territory ever been suspended, revoked, or denied? YES NO
14. Have you been discharged from the armed forces of the United States under dishonorable conditions? YES NO
15. Have you been the subject of an order of the probate court appointing a guardian or conservator? YES NO

If you answered "YES" to any of the questions 2-15, give details which must include dates, circumstances and location; use a separate sheet of paper if necessary.

Have you ever used or been known by another name?

YES NO

If "YES", provide name and explain: _____

Other than Massachusetts, in what state(s), territory(ies), or jurisdiction(s) have you lived?

NONE

Have you ever held a firearms license in any other state, territory or jurisdiction?

YES NO

If "YES", when, where, and license number? _____

List the name and addresses of two references (as required by your licensing authority)

1. _____

Last Name	First Name			
Address	City/Town	State	Zip	

2. _____

Last Name	First Name			
Address	City/Town	State	Zip	

Reason(s) for requesting the issuance of a card or license:

Unrestricted Target & Hunting Sporting Employment

Use lines below to indicate the reason(s) you are requesting the license; use a separate sheet of paper if necessary)

WARNING Any person who knowingly files an application containing false information shall be punished by a fine of not less than \$500 nor more than \$1,000 or by imprisonment for not less than 6 months nor more than 2 years in a house of correction, or by both such fine and imprisonment (M.G.L. c.140, §§ 129B(8), 131(h)).

I declare the above facts are true and complete to the best of my knowledge and belief and I understand that any false answer(s) will be just cause for denial or revocation of my license to carry firearms. I understand that filing an application that contains false information is a criminal offense.

Signed under the penalties of perjury this _____ day of _____ month _____ year

Signature of Applicant: _____

Massachusetts License to Carry (LTC)/Firearms Identification Card (FID) Affidavit

Complete this form **only** if you are **renewing** your firearms license.

License Holder Name: _____

Current LTC or FID card Number: _____

Please select one:

A. (No firearm(s) lost or stolen since previous issuance of LTC or FID card)

1. I am renewing a Massachusetts firearms identification (FID) card or license to carry (LTC) firearms.
2. I have not lost one or more firearms or had any firearms stolen since the renewal or issuance of my last FID card or LTC.

OR

B. (Firearm(s) reported lost or stolen since previous issuance of LTC or FID card)

1. I am renewing a Massachusetts firearms identification (FID) card or license to carry (LTC) firearms.
2. I have lost one or more firearms or have reported stolen one or more firearms since the renewal or issuance of my last FID card or LTC.

List all lost or stolen firearms below; use additional sheets as necessary.

Lost or Stolen	Date Reported Lost or Stolen	Reported to (Police Dept.)	Type	Make	Model	Serial Number	Case Number

The above information is true and accurate to the best of my knowledge and belief.

SIGNED UNDER THE PENALTIES OF PERJURY:

Signature: _____

Date: _____